

# MANISTEE CITY PLANNING COMMISSION

70 Maple Street  
P.O. Box 358  
Manistee, Michigan 49660

MEETING OF FEBRUARY 6, 1997

There will be a meeting of the Manistee City Planning Commission to be held on Thursday, February 6, 1997 at 7:00 P.M. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

## AGENDA

- I. Roll Call
  - Welcome new member Matt McShane
  - Introduce Lori Donnan, Zoning Administrator
- II. Matters Pertaining to the General Citizenry:
  - A. Public Hearing:
    - 1.
    - 2.
  - B. Site Plan Reviews:
    - 1. 911 - Central Dispatch
    - 2.
  - C. Questions, Concerns and Consideration of Matters
    - 1.
    - 2.
- III. Business Session:
  - A. Approval of Minutes from Last Meeting (1/2/97)
  - B. Unfinished Business:
    - 1. Parks Commission Request M-55 Property
    - 2.
    - 3.
  - C. Other Communications:
    - 1. City Update
    - 2.
  - D. Reports:
    - 1. D.D.A. Update
    - 2. Zoning Board of Appeals
    - 3. Site Plan Review/Historic Overlay Committees
    - 4. Joint City Review/Ordinance Committee
    - 5. Pre-Manufactured Homes - Adult Foster Care
    - 6. Seminar - John Serocki
  - E. New Business:
    - 1. Worksession Schedule - Master Plan
    - 2.
- IV. Work/Study Session:
- V. Adjournment

cc: Planning Commission Members  
City Council  
R. Ben Bilfoss, City Manager  
Jon Rose, Community Development Officer  
Lori Donnan, Administrative Assistant  
Kurt Schindler, County Planner  
Manistee News Advocate  
Manistee Observer  
WMTE Radio  
WXYQ Radio  
Jeff Mikula, Abonmarche  
Julie Beardslee, Assessor

# CITY OF MANISTEE

## MEMORANDUM

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TO: Planning Commission Members

FROM: Jon R. Rose 

DATE: January 31, 1997

RE: February 6, 1997 Meeting

We will have a meeting on Thursday, February 6, 1997. We are welcoming new member Mathew McShane who was appointed at the January 21<sup>st</sup> Council Meeting. Also our new Administrative Assistant Lori Donnan has taken over the responsibilities of Zoning Administrator. I will still be attending the meetings in the capacity of Community Development Officer.

Enclosed is a Site Plan Review for the 911 Central Dispatch Building. They have changed the location of the building and need site plan approval by the Commission. We will also need to discuss a worksession schedule for 1997.

If you have any questions, or are unable to attend the meeting please call us at 723-2558.

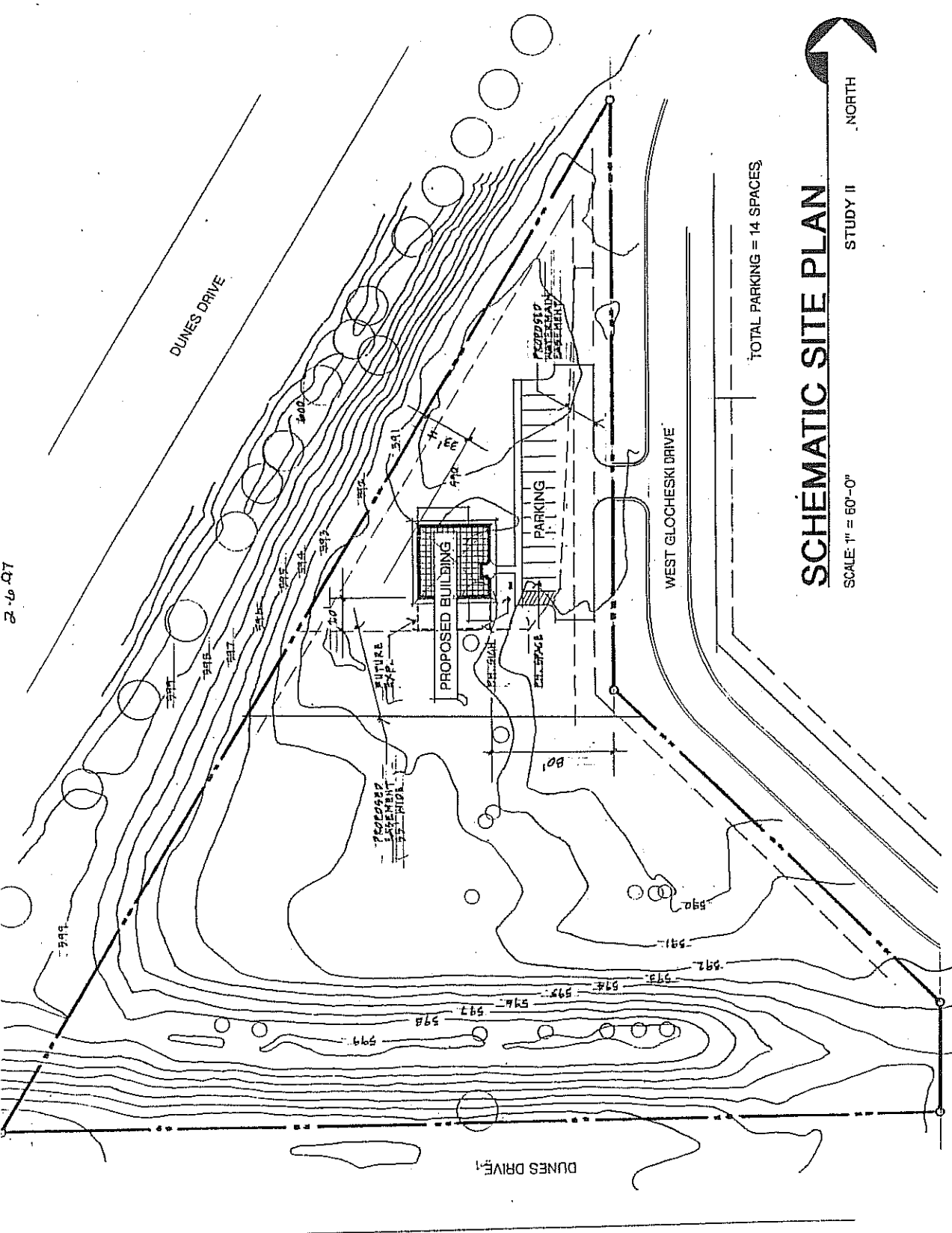
JRR:djm

DATE	1-21-77	PROJECT NO.	4960
BY	REV.	NO.	REV.
1-21-77	1-21-77	1	1

NEW 911 CENTRAL DISPATCH BUILDING for the  
MANISTEE COUNTY 911 BOARD / CENTRAL DISPATCH  
An Emergency Telephone District Board  
Manistee, Michigan 49660

ARCHITECTS, P.C.  
OTTO DUFFY BENSINGER & PRICE  
315 FARM ROAD, SUITE 100  
MANISTEE, MICHIGAN 49660  
PH 616-331-1111, 117-4111-1111

1  
2  
3



# SCHEMATIC SITE PLAN

STUDY II NORTH  
SCALE: 1" = 60'-0"

TOTAL PARKING = 14 SPACES

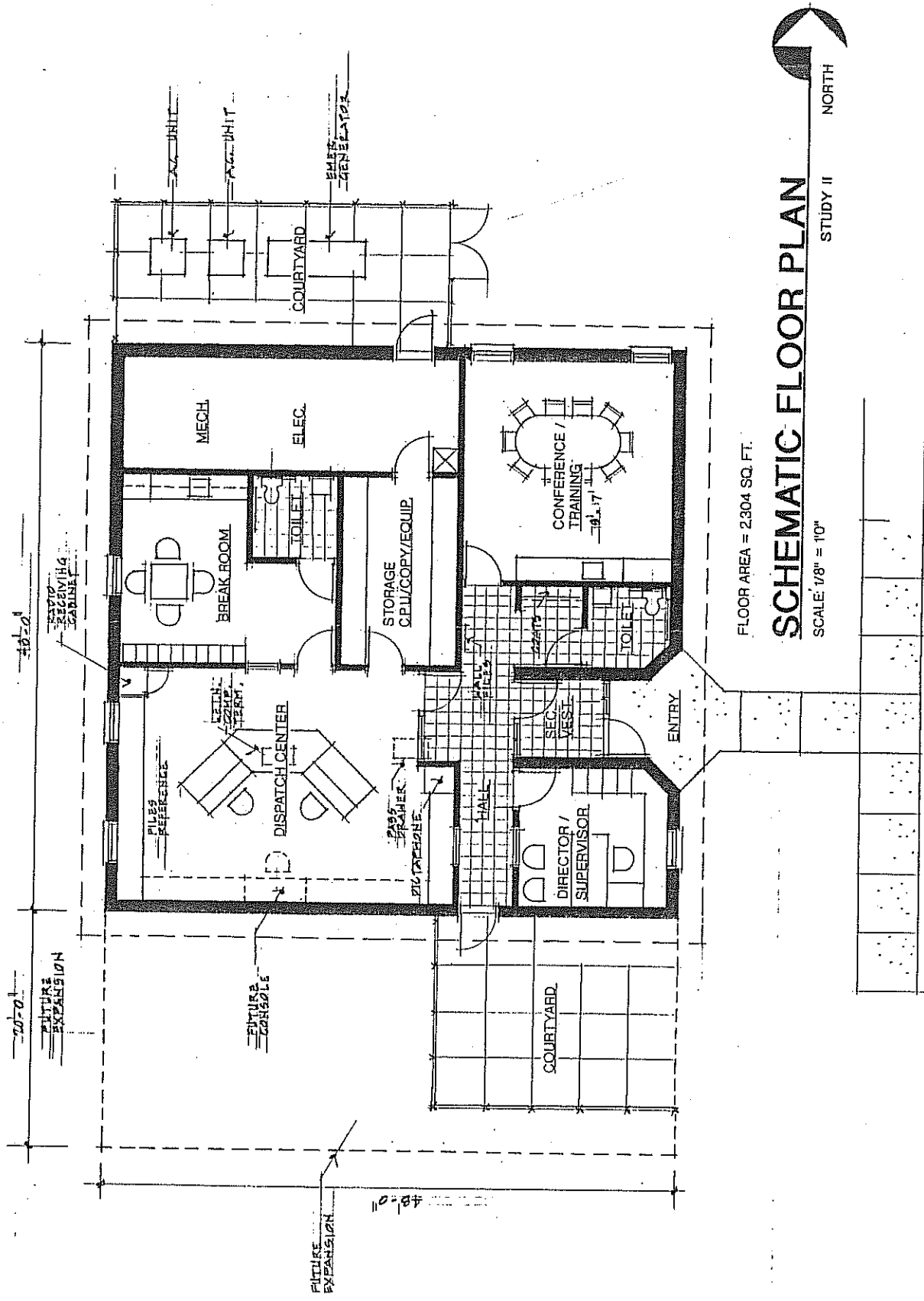
NO. 1-21-77	DATE	10/10/1
REV. 1-21-77	REV.	1-21-77
REV. 1-21-77	REV.	1-21-77
REV. 1-21-77	REV.	1-21-77

NEW 911 CENTRAL DISPATCH BUILDING for the  
MANISTEE COUNTY 911 BOARD / CENTRAL DISPATCH  
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OTTO DUFFY BENSINGER & DICE  
ARCHITECTS, P.C.  
2100 W. MICHIGAN AVE.  
ANN ARBOR, MI 48106  
TEL. (313) 963-1100  
FAX (313) 963-1101



2



FLOOR AREA = 2304 SQ. FT.

# SCHEMATIC FLOOR PLAN

SCALE: 1/8" = 1'-0"

STUDY II

NORTH

1-31-97  
2-6-97

## Planning Commission

616-723-2558  
FAX 616-723-1546



70 Maple Street • P.O. Box 358 • Manistee, Michigan 49660

January 14, 1997

Mary Lou Racine, Chair  
Sleighbell Parade Committee  
c/o Rich's Daisy A Day  
310 River Street  
Manistee, MI 49660

Dear Mrs. Racine:

The City of Manistee Planning Commission would like to express their thanks for all of the hard work that you and your committee put in to the Victorian Sleighbell Parade and weekend. The Victorian Sleighbell Parade is an exciting way to begin the Christmas Season.

The Parade was very well done with the delightful costumes, the beautiful teams of horses, the two Community Christmas Trees and let us not forget Santa Clause. With your efforts this event draws the Community together and helps bring in the Holiday Spirit.

Our hats are off to you and your committee and our sincere thank you for this wonderful weekend.

Sincerely,

CITY OF MANISTEE PLANNING COMMISSION

Roger Yoder  
Chairman


RY:djm

## *City of Manistee*

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### **Memorandum**

TO: Planning Commission Members

FROM: Lori L. Donnan 

DATE: February 7, 1997

SUBJECT: MSU Land Use Forum

After speaking to other municipalities I have been told that the MSU Land Use Forum conference is an excellent seminar to attend. The seminar is on February 18<sup>th</sup> and 19<sup>th</sup>. I understand that this is not much notice, but I have called and space is still available. The conference is from 8:30 a.m. till 5:00 p.m., lunch is included. Also at 5:00 p.m. on Tuesday there is a reception with hors d'oeuvres.

I would recommend just attending for one day if anybody is interested. Enclosed is information on the conference. If you have any questions or if you are interested in attending, please call me by 5:00 p.m. Monday, February 10<sup>th</sup>. We will need to make reservations and arrangements for a carpool.

LLD:djm

## PLANNING & ZONING NEWS®

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Lansing, MI 48917  
(517) 886-0555  
FAX (517) 886-0564

### FIRST CLASS MAIL

#### FEBRUARY 1997

- 1 **PARLIAMENTARY PROCEDURE AND THE OPEN MEETINGS ACT**, Holiday Inn Gateway Center, Flint. Sponsored by the Michigan Municipal League (MML). This program is geared toward helping public bodies conduct smooth, well-run, legal meetings. Fee: \$95-\$130. To register, call MML at 313/669-6315.
- 13 **MAINTAINING A SENSE OF PLACE...LAND USE TOOLS & TECHNIQUES IN THE SAGINAW BAY WATERSHED**. Fenton City Hall. Sponsored by the Partnership for the Saginaw Bay Watershed in cooperation with local, county, regional and state organizations. The workshops are designed for local elected officials, planning commissioners and community leaders, and will feature local government "success stories" with land use tools and techniques. No Fee - space is limited. To register, call East Central Michigan Planning & Development Region; 517/797-0800 or Fax 517/797-0896.
- 13-15 **27TH ANNUAL ALL-ABA COURSE OF STUDY: ENVIRONMENTAL LAW**. Hyatt Regency Bethesda, Washington D.C., co-sponsored by the Environmental Law Institute and The Smithsonian Institution. This course focuses on the recent developments in environmental law which include hazardous and toxic waste regulations. Tuition: \$685. To register, call 1/800/CLE NEWS; Fax 215/243-1664.
- 18-19 **MSU LAND USE FORUM: MICHIGAN COMMUNITIES WORKING TOWARD A SUSTAINABLE FUTURE**, Kellogg Hotel and Conference Center, East Lansing. This conference is a follow-up to the successful 1996 MSU Land Use Forum conference. Twenty plus community projects are being showcased during this conference along with hands-on workshops conducted by national experts. Fee: \$50-\$100. For more information or to register, call Sandi Bauer, MSU, 517/355-6580 ext. 217 or Fax 517/353-4981.
- Feb-Mar **MICHIGAN SOCIETY OF PLANNING OFFICIALS, 1997 BASIC TRAINING WORKSHOP SERIES**. For Planning Commissioners and Zoning Board of Appeals members. Each participant will be introduced to statutory requirements and practical techniques for effectively serving on a planning or zoning commission. The educational needs of zoning board of appeals members are addressed in a separate program which focuses on the responsibilities of the board of appeals.  
Feb. 20 - Troy - MSU Management Center  
Feb. 21 - Bay City - Bay Valley Resort  
Feb. 27 - Grayling - Holiday Inn  
Mar. 5 - Ann Arbor - Sheraton Hotel  
Mar. 14 - Plainwell - Comfort Inn  
Mar. 20 - Marquette - Holiday Inn
- 27 **A PRIMER ON ECONOMIC DEVELOPMENT**, Kellogg Center, East Lansing. Sponsored by the Michigan Municipal League (MML) and the Michigan Association of Municipal Attorneys. This session will provide an overview of the competitive world of economic development and the tools and financial mechanisms available to make sure it happens in your town. Fee: \$95-\$170. Call MML at 313/669-6315 to register.

#### MARCH

- 16-18 **BUILDING WITH TREES NATIONAL CONFERENCE**. Arbor Day Farm's Lied Conference Center, Nebraska City. Sponsored by the National Arbor Day Foundation, this conference will focus on developments that successfully preserved the existing tree resource; the team approach to building with trees and the different roles played by the various professionals involved; and new research issues and trends that could impact building with trees in the future. For registration information, contact The National Arbor Day Foundation at 402/474-5655 or write to P.O. Box 81415, Lincoln, NE 68501-1415.

#### JOBS AVAILABLE

**Assistant Superintendent/Planner** - Oscoda Charter Township is seeking to fill a full-time position in response to significantly increased general administration, community planning, and code development and enforcement needs. Oscoda is a growing Lake Huron shoreline tourism based community in Northern Michigan undergoing major changes resulting from closure of Wurtsmith Air Force Base in 1993 and ongoing civilian conversion efforts. Qualifications: knowledge of and skill in personnel administration, fiscal management, grantsmanship, community planning and zoning, program development and implementation, code development and enforcement, and verbal/written communication. Education: Bachelors Degree in an applicable discipline is required. Experience: minimum of three years in an applicable field. Salary: \$26,000 - \$34,000 depending on qualifications and experience. Send resume to Township Superintendent, Oscoda Township 110 S. State St. Oscoda, MI 48750. Position will remain open until filled.

**Community Planning Consultant** - A planning and engineering consulting firm located in Grand Rapids and serving municipalities and developers throughout Michigan, is seeking a Planner with 3 to 5 yrs. experience in local and regional land use planning. The successful candidate will work independently and under supervision of senior planning personnel on behalf of our clients. The position requires a Bachelor's degree in planning (graduate degree is desirable) and experience in site plan review, master plan preparation, mapping, economic and demographic research and analysis. Solid knowledge of Michigan land use and zoning laws and practices, strong written and verbal skills and computer literacy are required. Competitive salary and benefits. Applicants should send a cover letter and resume by January 31, 1997 to: Human Resources Director, Williams & Works, 549 Ottawa Ave. N.W., Grand Rapids, MI 49503. EOE.

**Deputy Director of Planning, Wayne County** - Duties include: assist Director in the preparation of development plans and strategies for specific community development projects, represent Director at community meetings, help prepare database for use of Wayne County communities, implement new initiatives and manage strategic planning meetings. Master's degree in urban planning or related field is desirable. Salary range: \$46,022 - 49,723. Send letter of interest and resume to: Dorris Tilmon, Wayne County, Economic Development Department, 600 Randolph, 3rd Floor, Detroit, MI 48226. EOE.

(JOBS AVAILABLE continued on page 15.)